

BEDFORDSHIRE LEA

QUEENS PARK LOWER SCHOOL

Minutes of a meeting of the Governing Body of Queens Park Lower School held on 12th December 2007 at School

1. PRESENT

Mr F Birkett	Community Governor (Chair)
Mrs S Cole	Community Governor
Cllr G Colling	Local Authority Governor
Mrs C Friend	Parent Governor
Mrs S Jalaldin	Parent Governor
Mr S Le Page	Community Governor
Mrs A McCormick	Staff Governor (Headteacher)
Mrs J Reeves	Community Governor
Mr M Stuglik	Staff Governor (from Minute 6b) onwards)
Mrs L Webb	Staff Governor

In Attendance Mrs A Thomas (Clerk to Governors)

2. PRESENTATION ON SCHOOLCENTRE.NET

Governors noted with interest a presentation of the schoolcentre.net system developed for Essex schools to link the outcomes of the School's Self Evaluation Form (SEF) and the School Development Plan. The system broke the School Development Plan down into the SEF sections and linked it with the Every Child Matters agenda; it also gave the opportunity for uploading evidence for storage. There were also many other functions which could be accessed as users' skills increased.

In response to questions it was noted that purchase of the system included a licence and a half day training session and a follow up visit six weeks after starting; there was also a telephone helpline. The presenter was thanked for all of this information and left the meeting.

Governors discussed the presentation they had just seen, noting the costs involved for a one-year, two-year and three-year licence. They noted that there would be a further presentation on this to the Bedford Learning Community and following that, asked the Headteacher to look further into this area, particularly with a view to a three-year licence.

3. APOLOGIES

Apologies for absence were received and accepted from Mr Awan and Mrs Tatum.

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4. MINUTES OF LAST MEETING

All present noted the minutes of the meeting of the Governing Body held on 31st October 2007, copies of which had been sent to all Governors, and agreed that they should be signed as a correct record.

5. MATTERS ARISING FROM THE MINUTES

a) Governor Links

In connection with Minute 7 Mrs Friend reported that she was currently supporting Mrs Jalaldin as Foundation Governor and they had made a joint visit to the School which they would report on at the next meeting of the Governing Body.

b) School Development Plan – Priority 4

In connection with Minute 9e) Mrs Friend and Mrs Reeves would be liaising to develop further the document on the role of Governors which the Headteacher had tabled.

c) School Development Plan – Priority 6

In connection with Minute 9f) the Headteacher reported that there had been two meetings of the Bidding Committee and whilst it would not be possible to arrange a visit to the Bangladeshi School in 2008, it might well be possible in spring 2009.

d) Foreign Language Teaching

In connection with Minute 9j) the Headteacher reported that, following a visit by a Language Consultant, it had been decided that a discrete lesson, rather than embedding a foreign language within the curriculum, would be the best way forward for the School's pupils. Accordingly one discrete French lesson was being taught each week to Year 3 pupils.

e) Travel Plan

In connection with Minute 10f) the Headteacher reported that the School Travel Plan had been reviewed by the Bidding Committee and had been submitted to the Local Authority.

f) Governor Training

In connection with Minute 15a) Mrs Friend tabled copies of a document detailing all training available for Governors, and the highlighting the courses which might be of particular interest to individual Governors. Governors felt this was extremely helpful and would contact Mrs Friend individually regarding any courses they were interested in.

g) Photos of Governors

In connection with Minute 15d) all present had their photographs taken so that they could be displayed in the entrance hall.

h) Mind-Mapping Project

In connection with Minute 16c) Governors were very pleased to hear that the mind-mapping project had been approved by the Harpur Trust; 10 schools, including

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**Mrs
Friend
Mrs
Jalaldin**

**Mrs
Friend
Mrs
Reeves**

**All
Govs**

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Queens Park Lower School would be involved together with the University of Bedfordshire. The project was due to be launched on 9th January 2008 and Governors asked for the Learning and Teaching Committee to monitor the operation of the project.

6. FIVE YEAR PLAN FOR QUEENS PARK LOWER SCHOOL

a) Trust Status

Governors agreed that they wished to continue to work closely with the other schools in the Bedford Learning Community and that doing this by means of a trust was worth investigating further; they were pleased to hear that 24 of the Bedford Learning Community Schools, including Queens Park Lower School, who were interested in this had now been given ‘early adopter status’. This meant that the Schools would be funded in their investigations into the suitability of trust status for their needs.

Governors made the point that they felt it was particularly important for all three of the Queens Park Schools to go forward together.

In response to a question from Mrs Jalaldin the Headteacher explained that trust status would not make a difference to the day-to-day running of the School but would mean that the group of schools in the trust would own their own land, employ their own staff and could bid for money from many more sources than at present. There would also be many opportunities for flexibility and collaboration. Cllr Colling said that the Harpur Trust and the University of Bedfordshire had expressed an interest in being involved as sponsors with such a trust.

Governors agreed that the School should continue to pursue trust status

b) Building Schools for the Future

Governors noted that the Bedford area including Kempston was in Wave 6 of this school building project; a good deal of work was currently going on regarding Bedfordshire’s vision of schools for the future; the Headteacher of Biddenham Upper School would be presenting a paper regarding the ‘campus’ approach to the Headteachers’ Forum the following day.

Governors felt that work in this area should be led by the Alliance Group but were concerned that parents should be kept rather more informed than at present. The Headteacher explained that the group was hoping to produce a newsletter for parents in the near future and it was agreed that Mrs Jalaldin would assist with this.

In this connection Mr Birkett reported that the Alliance Group was producing a statement of intent for the future work of the Group; this would come to Governors at their next meeting.

Governors expressed the view that continuing and expanding on the current co-operation between the Queens Park Schools, particularly in the area of sharing facilities, was the way forward.

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**L&T
Comm**

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**Mrs
Jalaldin**

**HT
Clerk**

HT

7. CORRESPONDENCE

All present noted a list, copies of which were tabled, of the correspondence that the Chair had received since the last meeting of the Governing Body. They would let him know if they wished to see copies of any of these documents.

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In this connection copies were tabled of a DCSF document 'Guidance on the duty to promote community cohesion'.

8. ANY OTHER BUSINESS

a) Membership of Governing Body

Mr Birkett was proposed by Mrs Cole and seconded by Mrs Friend as a Community Governor of the School for the coming 4-year period; all present agreed to this by a show of hands.

b) Spring Term Training Day

As the original spring training day was now being utilised as Bedfordshire's 'Transformation Day' Governors agreed that there would now be two training days at the beginning of the summer term (7th and 8th April 2008) in which the School would be able to go through the Investors in People agenda.

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c) Admissions September 2009

Governors noted that the proposed admissions criteria and admissions number (75) for September 2009 remained the same and agreed to approve these.

In this connection Cllr Colling asked what would happen if more than 75 children from catchment in any one year group wished to join the School. The Headteacher said that there had been a tentative agreement that, with the extra space afforded by the new mobile classroom, the children would still be admitted; she would, however, continue to monitor the situation carefully.

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9. DATE OF NEXT MEETING

Governors recalled that the next meeting of the Governing Body had been arranged for 27th February 2008.

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